

**Hall Memorial Library  
Board of Trustees Meeting**

**Hall Memorial Library  
93 Main Street  
Ellington, Connecticut**

**12 November 2019  
7:00 PM**

**I. Call to order**

The meeting was called to order at 7:05pm by Chair John Halloran. In attendance: Janet Wieliczka, Gabby Mendelsohn, Mary Cone, Mary Blanchette, Judy Stomberg, Library Director Susan Phillips, Children's Librarian/Assistant Director Patricia Grundman, and Friends of the Library President Peg Busse.

**II. Citizen's Forum**

None

**III. Approval of Minutes of October 8, 2019**

The minutes of October 8, 2019 were unanimously approved as presented (Wieliczka/Blanchette).

**IV. Treasurer's Report**

The Treasurer's report was presented and discussed.

**V. Current Year Budget**

FY2019-20 budget expenditures to date were presented and discussed.

**VI. Library Director's Report**

The Library Director's report was presented and discussed. Highlights: Memorial donations in honor of Connie Nichols have been received. Also a copy of his new book was donated by former Ellington resident Tim Hassett-Salley. Installation of the solar panels was completed by Earthlight in mid-October. Concern about workers leaving outside doors propped open before business hours was shared with Tim Webb. Our Tellebration celebration will be held on November 14; children from four preschools and the public will attend. The Library will host a Red Cross Blood Drive on Saturday, November 23. The Holiday Ornament Workshop will be held on December 7. To accommodate setup for the Winterfest activities the Library will end service for the day at 4:30pm. Library Director Sue Phillips hosted visitors from Kenya earlier in the month, with tours, tea and a talk about library design.

**VII. Friends of the Library**

In lieu of the large fall booksale, cancelled due to lack of volunteers, the Friends held two smaller-scale booksales, one a buy-one-get-one free sale in the Book Cellar, and the other a children's materials sale. Annual cookie sale will be December 15 and 16.

*\* Comment by Peg Busse inadvertently omitted. Added to December minutes.*

VIII. Old Business

Building Maintenance: Last issues with carpet project have been resolved. Sprinkler leak has been repaired.

Long Range Planning: Next steps in the long-range process were discussed. Contacting a consultant for advice was discussed.

IX. New Business

Policies: None

X. Trustees' Concerns

None.

XI. Adjournment

Meeting unanimously adjourned at 8:15pm. (Blanchette/Wieliczka)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "John Halloran".

John Halloran, Chair